

JOB DESCRIPTION

JOB TITLE: Senior Community Health Nurse **GRADE:** 18

JOB CODE: 2103 **DATE:** 11/8/95

GENERAL FUNCTION: Under general supervision and in accordance with established nursing protocols, performs work of considerable difficulty, requiring the independent application of experienced judgement and skills in providing professional nursing services to clients served by the local health department. The incumbent in this position has gained experience with the local health department and has completed the variety of training programs required for the nurse to see clients with various service needs; well child, prenatal, family planning, cancer screening, etc.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES:

Conducts intake interviews and complete physical assessments of patients/clients to obtain and document comprehensive health status and history, including pertinent social or educational background; obtains samples and specimens and performs standard laboratory analysis; interprets test results; forms diagnosis and initiates treatments based on standing orders; refers very unusual or complex problems to nursing supervisor, physician, nurse practitioner, counselor, or other health care provider as appropriate.

Provides skilled nursing services such as, wound care and packing as necessary, catheterization, venipuncture, I-V therapy, injections, decubitus caretaking and evaluation of patient, etc.

Keeps updated on Medicare/Medicaid regulations and other regulatory agencies and keeps staff informed of pertinent changes.

Conducts periodic standardized screening examinations to provide diagnosis and treatment of communicable and/or common but debilitating diseases and conditions; administers and documents immunization or treatment in compliance with established protocol and educates patients/clients and/or family members or guardians with regard to potential causes/consequences and preventative treatment measures; coordinates specialized clinics and may act as team leader, observing and evaluating delivery of treatment services by less experienced staff and providing direction and technical assistance as needed.

Develops individual service or treatment plans for patients requiring continuing care or observation of identified problems or conditions.

Plans, arranges, and presents educational or orientation programs for school, civic, or other public groups concerning available services, health problems, proper health

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practices, and related topics; shows films, leads discussions; conducts formal classes.

Maintains records and reports according to program standards

Participates with co-workers and other professional disciplines in planning, coordinating, implementing and evaluating community health programs and services.

SUPERVISION RECEIVED: Limited supervision with alternating periods of autonomy and general review. Supervisor plays substantial role in setting objectives and organizing work.

SUPERVISION EXERCISED: May supervise community health nurse(s), LPNs, clinical assistants or other support staff.

JOB SPECIFICATIONS:

Knowledge and Abilities:

Good knowledge of professional nursing theory and standard nursing protocol; of the legal implications of practice of nursing; of the relationship of other disciplines to nursing and their contribution to patient well-being; of resources available for referral of patients/clients; of standard laboratory tests and radiological procedures; signs and symptoms of a variety of common diseases; of a wide variety of nursing techniques and procedures for the preparation of nursing care plans.

Considerable skill in the application of nursing techniques, procedures, and instruments.

Working skill in interviewing and counseling patients/clients; in communicating observations, information and recommendations regarding diagnosis or treatment to medical professionals and other staff in written or oral form.

Considerable ability to learn the policies, procedures, and programs of the area of assignment.

Working ability to comprehend, communicate and apply state and federal laws and health codes which affect patient/client care; to provide leadership to nursing staff by demonstrating proper nursing techniques and procedures; to work cooperatively with other professional and para-professional staff members or members of interdisciplinary or nursing team; to delegate responsibilities to subordinate direct care staff commensurate with their skills and experience; to identify a variety of commonly encountered conditions in the area of assignment and determine the appropriate treatment strategy, disposition, or referral for such conditions or behaviors.

Minimum Education, Training, and Experience Requirements: Bachelors of science degree in nursing from an accredited college or university. At least one year of experience in public health or a community health setting. or

An associate degree or diploma from a recognized college or university and two years of experience in public health or a community health setting.

The intent of this job description is to provide a representative summary of duties and responsibilities that will be required of positions given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Employees may be requested to perform job-related tasks other than those specifically presented in this description.